

- **Call to Order** –9:08 a.m.
- **Roll Call: No Quorum**
Present: Tina Huff, Chair (P); Patricia Wallace (P)
Staff: Martin Moreno, Dawn Zimmer
- **Approval of Minutes** — *Item tabled.*
- **Task Force membership – Discussion**
 - Christine MacKay did not respond.
 - PWC Board member Frank Armendariz/Manpower expressed interested in MWC Board. Patricia will be meeting with him. Not a sector representative but will be proposed to the Board for consideration.
- **Focus on legislation/appropriations – Discussion**
 - Sequestration delayed for 2 months.
 - Holding 10 percent reserve in MWC/WDD budget in anticipation.
- **Employer Event -- Discussion**
 - Nearly 40 respondents out of 330 employers (those recently worked with or targeted)
 - BACs sent requests to employers; 3 requested immediate requests for assistance
 - No evening event, mornings are best and middle of the week (Wednesdays preferred).
 - Majority of requests sent to larger businesses thus the larger percentage of responses from this group
 - High interest in job fair and recruitment activities, then retention of issue (reference larger businesses)
 - Specific request for information for manufacturing training
 - Responses from larger, health care, construction and finance sectors
 - Planning to higher, minus general labor, is equally distributed across the board
 - Want to learn more about, could be tied to what employers believe MWC/One-Stop has to offer (i.e. recruitment)
 - *Link to survey wasn't readily found in email but was found in Board Correspondence. Heading was a little long and didn't capture attention.*
 - **Workshop content:**
 1. general MWC service education/overview (provide specific/concrete examples from companies) – possibly include recognizable names (Amazon), financial benefit/grant money
 2. Getting most out of job fair: set up, how to market, what to expect, how to follow up for employers
 3. Grants: WIA and how to use (extension of overview)
 4. Talent recruitment/acquisition: where is valley talent, overview on finding talent
 5. *Patricia recommended two ways for April: overview/brainstorm from person with name/connection (Amazon/Boeing) as keynote, general overview to audience or workshops/breakouts on different topics presented by staff. Chair liked the idea if space is available at both locations. Chair recommended keynote, 20 minutes with partners and how to take advantage of job fairs would be a good breakout. Patricia recommended 3 breakouts in separate rooms. Tina suggested discussion on grants for employers (industries etc.)*
 - Expectation of 100 employers at each Center event.
 - Tina suggested keeping response rate in mind when planning for breakouts as this first one should provide what is needed and a smaller group may not lend well to breakouts.
 - Staff to draft agenda, remain focused on recruitment and use as launching pad for future events to address other topic. *Room set up etc.*
 - Dates and format for meeting(s) will be discussed at Feb. meeting.
 - Aim for middle of the month, Wed. and/or Thurs. Patricia recommended 17th and 18th of April, west and east
- **Call to the Public** – No members of the public were present
- **Adjournment** – Discussion ended 9:46 a.m.